

The logo for Right2Work, featuring the letters 'R2W' in a bold, blue, 3D-style font with a white outline.

The Right2Work CONNECTION

Vol. 1 No. 3

Sharing Updates and Successes to Connect the R2W Family

March 2026

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March Forward with Integrity *Message from the President*

At **The Right 2 Work Corporation**, integrity is more than a requirement — it is our foundation.

Every day, we operate in environments that demand accountability, compliance, and public trust. As a nonprofit serving individuals with significant disabilities and veterans under federal and state contracts, we are entrusted with more than operations — we are entrusted with opportunity.

Integrity protects that opportunity.

It protects our contracts.

It protects our employees.

It protects the dignity of those we serve.

Doing the right thing is not always the easiest choice. It requires honesty in reporting, accuracy in documentation, respect in our workplace, and courage to speak up when something is not right.

I want each of you to remember:

No deadline, no pressure, and no circumstance justifies compromising our standards.

When we choose integrity, we strengthen our reputation.

When we follow policy, we safeguard our mission.

When we hold ourselves accountable, we honor those who depend on us.

Thank you for your continued commitment to excellence, compliance, and professionalism.

Let us continue to March Forward with Integrity — together.

— *Katy Moon, President*



Katy Moon

Integrity in Action

What Would YOU Do?

Real situations. Real responsibility.

Scenario 1

A vendor offers you a \$150 gift card as a “thank you.”

R2W Standard:

Gifts over \$100 require approval. Monetary gifts are prohibited. When in doubt — disclose.

Scenario 2

You notice someone skipping a required safety checklist to finish faster.

R2W Standard:

Compliance is never optional. No deadline justifies cutting corners.

Scenario 3

A coworker asks you not to report a minor injury.

R2W Standard:

All incidents must be reported. Reporting protects everyone.

Scenario 4

You see a timecard that does not match actual hours worked.

R2W Standard:

Accurate recordkeeping is required under federal law. Falsification is prohibited.



✓ Integrity Quick Check

True or False?

- Reporting a concern could result in retaliation.
- Conflicts of interest must be disclosed.
- Small policy violations do not matter.

- All employees are responsible for ethical conduct.
- Gifts over \$100 require approval.

Answers: False • True • False • True • True

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Integrity in Action

What Would YOU Do?

Continued from Page 2

Retaliation for reporting in good faith is strictly prohibited under our Contractor Code of Business Ethics & Conduct.

Speaking up protects:

- You
- Your coworkers
- Our contracts
- Our mission

Our Standard

Integrity is not optional. It is our daily expectation.

We commit to:

- ✓ Honesty in all business dealings
 - ✓ Compliance with laws and contracts
 - ✓ Accurate and transparent documentation
 - ✓ Respect for coworkers and clients
- No operational pressure justifies unethical conduct.



📢 See It. Say It. Solve It.

If you suspect unethical, illegal, or improper conduct, report to:

- Your Supervisor
- Human Resources
- Executive Management
- Senior Leadership
- The Board of Directors (if necessary)

Wise Thoughts...

“Ethical conduct is a fundamental management responsibility.”

— R2W Contractor Code of Business Ethics & Conduct Policy

“The time is always right to do what is right.”

— Martin Luther King Jr.

Spring Safety Reminders

Shelf Stocking & Custodial Operations

Spring weather brings increased rain, humidity, and higher traffic — all of which increase safety risks. Stay alert and proactive.

SHELF STOCKING SAFETY

Lift Smart

- Lift with your legs, not your back
- Keep loads close to your body
- Avoid twisting while lifting
- Get assistance for heavy (50+ lbs) or awkward items

Humidity can make boxes heavier than expected — test before lifting.

Ladder & Step Safety

- Inspect before use
 - Maintain three points of contact
 - Never stand on the top step
 - Do not overreach — reposition instead
- Falls remain a leading cause of workplace injuries.

Prevent Slips & Trips

Spring rain increases:

- Wet entryways
- Slippery docks
- Freezer condensation

Keep aisles clear. Remove shrink wrap and debris immediately.



CUSTODIAL SAFETY

Control Wet Floors

- Always post signage
- Mop in sections
- Monitor high-traffic areas
- Address spills immediately

Tracked-in water increases slip hazards.

Chemical & Equipment Safety

- Never mix chemicals
- Follow dilution guidelines
- Wear required PPE
- Inspect machines and cords daily
- Report damaged equipment immediately

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Spring Safety Reminders

Continued from Page 4

SPRING SAFETY CHECK

Before each shift, confirm:

- ✓ Walkways clear
- ✓ Equipment inspected
- ✓ Proper lifting technique
- ✓ Wet areas marked
- ✓ PPE in place

If you see a hazard — report it immediately.

REMEMBER

No task is so urgent that it cannot be done safely.

Protect:

- Yourself
- Your coworkers
- Our customers
- Our mission

Recognizing Achievement at Fort Benning Commissary



Congratulations to the dedicated team at our Ft. Benning location! R2W Assistant Operations Manager Tim Gaston recognized the Top Stockers of the Quarter by presenting them with appreciation certificates and cash prizes.

Well done to all for your hard work!

Recognizing Achievement at Fort Benning Commissary



More Congratulations to the dedicated team at our Ft. Benning location! R2W Assistant Operations Manager Tim Gaston recognized the Top Stockers of the Quarter by presenting them with appreciation certificates and cash prizes.

Well done to all for your hard work!



Spring Safety Tips for Employees



While the dangers of winter weather fade away, spring offers a whole new set of hazards to look out for. Increased rainfall brings structural issues and slip hazards with it. Whether you work in the office, the field, or the comfort of home, you can benefit from these spring safety tips!

1. Check the weather before leaving the house. You may encounter several types of weather in one day.
2. Wear non-slip shoes to prevent slipping on wet floors.
3. Keep an umbrella in your car, just like you would keep an ice scraper during the winter.
4. Check the air pressure in your tires frequently. Temperature fluctuations in the spring can mess with the balance of all four tires and increase your chance of an accident.
5. Stay hydrated throughout your shift by always having a reusable water bottle handy.
6. Keep all needed documentation in your vehicle or bag so that you never forget to bring it with you.
7. Don't forget to use handrails when climbing stairs, especially if your shoes are wet.
8. Clean your workstation regularly to eliminate trip hazards.
9. Avoid walking through the grass and dirt when possible. This interferes with the traction on your shoes and can cause a slip.
10. When using a ladder, make sure that your shoes are as dry as you can get them.
11. Always have an extra layer of clothing with you in case the temperature drops during your shift.
12. Let your supervisor know about any hazards you come across while working.

Right2Work Mission Statement and Core Values

Mission

To create meaningful employment opportunities for individuals with significant disabilities and veterans while delivering the highest quality services.

Core Values

Safety | Excellence | Inclusion | Teamwork

The 4 C's of Safety— Control, Cooperation, Communication, and Competence—

According to the Health and Safety Executive, these are the framework for managing workplace risk and building a strong safety culture.

We are making a difference in giving the disabled and veterans their dignity back.