



## Worksite Guidelines

Effective Date: 10/12/2015

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The following standards apply to all SandRidge Energy and affiliated employees, contractors, subcontractors. The term “worksite(s)” is used in its broadest sense and includes all company owned and/or leased sites, property, facilities, trailers, equipment, machinery, vehicles, parking areas and company provided housing. The guidelines establish expectations regarding appropriate worksite conduct.

- 1. Restricted Access, Visitors and Unauthorized Persons:** Worksites are restricted to Company employees, contractors, subcontractors and authorized visitors. Visitors are subject to the same rules as SandRidge employees. Non-employee personnel, family members, guests and/or overnight visitor(s) are not allowed on worksites due to safety and security concerns. Pets are not allowed at SandRidge worksites even during non-work hours, with the exception of necessary service animals.
- 2. Gate Protocol:** All gates on the leases are to be maintained “as is” and unaffected by ingress and egress. Gates that are found to be open shall remain open after passage. Gates that are found closed shall be closed after passage. Gates on completed locations are to remain closed at all times.
- 3. Lease Roads and Speed Limit:** Travel on a worksite is confined to established lease roads and authorized routes. Maintain a safe driving speed while operating a personal or Company vehicle. The maximum speed limit on all lease roads is 25 mph.
- 4. Parking:** Parking is only permitted within the fence line, perimeter or improved gravel pad of a worksite. Parking on right-of-way, sides of roads, in pastures, farmland or anywhere else not expressly designated is prohibited.
- 5. Dyed Diesel:** The use of or possession of dyed diesel in a passenger vehicle on Company worksites is expressly prohibited.
- 6. Off-Road Vehicles:** All off-road type vehicles, including dirt bikes, all-terrain vehicles and bicycles are prohibited on all worksites unless provided by the Company for work purposes. This rule should not be interpreted to prevent an individual from operating a street-legal motorcycle or bicycle as his or her chief mode of transportation to and from a worksite.
- 7. Searches:** The Company maintains the right to conduct searches of any person and/or his or her vehicle, and the contents thereof, at any time with or without prior notice. The inspection may include any packages or items that the individual may be carrying, including briefcases, handbags, backpacks, shopping bags, etc.



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8. **Alcohol and Drugs:** No alcohol or prohibited drugs are allowed on Company worksites. The Company maintains a zero-tolerance policy for alcohol and prohibited drugs. All parties are subject to the SandRidge Drug and Alcohol Policy and all provisions contained therein while working at SandRidge worksites. In accordance with the Drug and Alcohol Policy, users of legally prescribed medications should maintain adequate proof of the prescription, to include the pharmacy container and label. The Company maintains the right to conduct random drug and alcohol tests of all persons employed by the Company or anyone entering into or upon Company worksites. Failure or refusal to submit to a drug and/or alcohol test will result in disciplinary action up to and including termination of employment or service.
9. **Smoking:** Smoking is prohibited on worksites. Please refer to the Smoke-Free Workplace Policy.
10. **Hunting and Fishing:** Hunting and fishing is strictly prohibited on any Company worksites. Hiking, sightseeing and exploring is also prohibited.
11. **Firearms and Weapons:** Firearms are prohibited on worksites, unless such prohibition is otherwise precluded by laws of a particular jurisdiction, and only to the extent expressly precluded. In Oklahoma and Kansas, a firearm may be stored in a personal vehicle, provided the vehicle remains **locked** and the firearm remains **unloaded and secured** while stationed in designated Company-provided parking areas. In Texas, possession of a firearm is prohibited on worksites, even if locked and secured in a vehicle. Firearms and Weapons are **not permitted in company vehicles**. Exhibition, brandishing or possession of a firearm on worksites (outside the above described guidelines), is prohibited and subject to disciplinary action, including termination. Other weapons, such as crossbows, stun guns, knives with fixed blades longer than 6 inches, switchblades, machetes or any other instrument that is commonly thought of as a weapon is strictly prohibited on Company worksites.
12. **Trash:** Every person who enters a worksite has the responsibility to make sure that the property remains “trash free.” Each person is responsible for his or her own trash, as well as any trash that he or she might encounter on any worksite.
13. **Housing:** Company provided housing shall be kept clean and neat at all times. All trash shall be properly disposed of and the refrigerator cleaned prior to the end of each hitch. Each occupant is responsible for their bed linens, bath towels and personal hygiene items. Prior to occupying housing, a thorough inspection should be performed by each employee. If any damage is found, it should be immediately recorded on an “Inspection Report” and given to the employee’s supervisor.

If you have a concern about potentially unethical, illegal or unsafe activity, you are encouraged to discuss it with a manager or supervisor. Should you wish to remain anonymous, you can report your concern or complaint confidentially by contacting the SandRidge Hotline. The Hotline is available 24 hours a day, 7 days a week. Please call 1-866-206-2720 or visit the website at [www.reportlineweb.com/SandRidgeEnergy](http://www.reportlineweb.com/SandRidgeEnergy).