Purpose Statement

“To Provide A Better Place For People To Work”

Core Values

Integrity – Period

Honesty - Absence Of Deceit

Respect - How We Treat People

Loyalty - What We Give And Expect In Return

Never Satisfied - We Will Continuously Seek Improvement
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  Cafeteria Plan
  401K

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  Holidays
  Vacations
  Sick Leave
  Personal Leave
  Salary Continuation Plan

Unpaid Leaves
  Family / Medical Leave of Absence (FMLA)
  Military Leaves of Absence

Accepting Other Employment or Going Into Business While on Leave of Absence
Health Care Premium Payment During Leaves of Absence

Workplace Policies

Computer Software (Unauthorized Copying)
Computers, Electronic Mail, and Voice Mail Usage Policy
Dress Code and Personal Appearance
Drug-Free Workplace Policy
Expense Reimbursement
Violence in the Workplace Policy
AN OVERVIEW OF CORNERSTONE SYSTEMS

In April of 1997, the 21st to be exact, Cornerstone Systems was incorporated in the state of Tennessee. We started the company with four people in an empty 5000 sq. ft. office space, and six cell phones (talk about being optimistic). Our goal was to create one of the finest transportation companies in the United States. Our focus was to form the necessary infrastructure to accomplish that purpose in as short a time as possible. What actually took place behind the scenes can best be described by what happened in the movie The Wizard of OZ when the curtain was pulled back by Dorothy revealing the real OZ. That is how we felt in those first days.

It would be impossible to list the contributions, long hours and hard work by the dozens of people that went into forming Cornerstone. To name the people involved initially would possibly overstate their importance versus those that came at a later time. Everyone who has been with us from the start, along with you who have just joined us, is critical to our success.

By the grace of God, we moved our first load on May 2nd. By the end of 1997, we had sales of just over $18 million, not bad for seven months. We continued to grow and in 1998 had sales of just over $48 million. I am very pleased to announce that in 2001 we had sales of just over $104 million.

Cornerstone Systems and its affiliate company, Cornerstone Logistics, provide a wide array of transportation services throughout North America. These include, but are not limited to: intermodal, truck brokerage, dedicated drayage, spotting services, on-site personnel and other transportation functions directly asked for by our clients.

Our approach to doing business is not unique, but you will find it to be focused on what we call “customer intimacy”. Companies like FedEx can claim high levels of operational excellence because they control all of their services. They own their own planes, the sorting stations and the trucks that deliver your overnight package. We can, as a company, be very good in our portion of the transaction. However, because we use the nation’s railroads and thousands of truck lines to move our customer’s loads, we cannot “absolutely, positively” guarantee the movement of the product. Other companies like Dell Computer or Cisco develop new products on a regular basis. If we are moving 40,000 pounds of product from Memphis to Los Angeles, we only have a couple of options. We can ship via intermodal or we can truck it. The chances of our becoming a technological innovator are slim. However, we can devote our time and efforts to understanding everything we can about our customer and what he does. While we must operate efficiently and come up with innovative ideas, our real core competency is knowing what our client wants and needs. That is why you will see a great deal of emphasis on customer intimacy.

While we may not be able to reinvent the wheel, we do spend enormous amounts of time and money on designing and improving those areas of our business where technology can and does improve our ability to serve our clients. Another description of our approach to business can be called “hi-tech, hi-touch”.

Transportation has been around since the beginning of man’s history. Our brochure shows a camel caravan hauling goods through the desert. It also shows a driver on the lead camel with his hand on the reins. That hand represents each of you. No matter the technology that may unfold in the future, people are what make Cornerstone Systems valuable to its customers. People doing their jobs, being involved and caring about our customers’ freight is what we are about.

We believe that the best way to care for our customers is to care about each of you and your families. We want to know you as well as can be expected. I try to visit all of the offices and have regular lunches with employees at headquarters. I urge each of our managers and field heads to do the same. We are all in this together and what sets us apart from our competitors is our focus on the customer and you; that hand on the reins.

We are pleased you have chosen to work with us. We like to take a long term view on relationships and hope that our relationship will be just that.

Welcome!

Rick Rodell
Chairman/CEO
Welcome to Cornerstone Systems

Thank you for joining Cornerstone Systems! We hope you agree that you have a great contribution to make to the transportation industry by way of Cornerstone, and that you will find your employment at Cornerstone a rewarding experience. We look forward to the opportunity of working together to create a more successful company. We also want you to feel that your employment with Cornerstone will be a mutually beneficial and gratifying one.

You have joined an organization that has established an outstanding reputation for quality. Credit for this goes to everyone in the organization. We hope you also will find satisfaction and take pride in your work here. As a member of Cornerstone’s team, you will be expected to contribute your talents and energies to further improve the environment and quality of the company.

This Employee Manual may provide answers to most of the questions you may have about Cornerstone's benefit programs, as well as company policies and procedures. You are responsible for reading and understanding this Employee Manual. If anything is unclear, please discuss the matter with your manager / supervisor.

I extend to you my personal best wishes for your success and happiness at Cornerstone.

Sincerely,

Tim Clay
President/COO
Notice

This Employee Manual has been prepared to inform you of Cornerstone's history, philosophy, employment practices, and policies, as well as the benefits provided to you as a valued employee.

Some Things You Must Understand
The policies in this Employee Manual are to be considered as guidelines.

- The contents of this manual are presented as a matter of introduction only and do not constitute conditions of employment.

- Cornerstone, at its option, may change, delete, suspend or discontinue any part or parts of the policies in this Employee Manual at any time without prior notice as business, employment legislation, and economic conditions dictate. The language used in this manual is not intended to create, nor is it to be construed to constitute a contract between Cornerstone and any one or all of its employees.

- As you receive new pages to update this manual, it will be your responsibility to keep your manual current by inserting the new pages and revisions, when received. This shall apply to existing as well as to future employees.

- If an employee incurs a break in eligibility service before satisfying an eligibility requirement, such break in eligibility service may not be taken into account for purposes of satisfying an eligibility requirement.

- Employees shall not earn eligibility for any benefits, rights, or privileges beyond the last day worked.

- No one other than the Chairman/CEO of Cornerstone may alter, add, delete or modify any of the policies in this Employee Manual. Any alteration or modification of the policies in this Employee Manual must be in writing.

- No statement or promise by a supervisor, manager, or department head, past or present, may be interpreted as a change in policy nor will it constitute an agreement with an employee.

- Each employee is an “at will” employee. This means that each employee can leave their employment at any time, with or without notice or cause, although Cornerstone does request adequate advance notice. In turn, Cornerstone may discharge any employee, with or without cause, and with or without prior notice at any time, but it will try to provide advance notice when possible.

Should any provision in this Employee Manual be found to be unenforceable and invalid, such finding does not invalidate the entire Employee Manual, but only that particular provision.

This Employee Manual supersedes any and all other or previous Cornerstone Employee Manuals and other Cornerstone policies whether written or oral.