



UNDER

CONSTRUCTION

NEWSLETTER VOLUME 2

JANUARY - MARCH 2002

Building the Future Together

President's Message: Lou Panigas

2002 has brought and continues to bring PG new and renewed business that will provide numerous opportunities to showcase our talents and quality workmanship. By continuing to work together as the great team we are and sharing our talents, PG will once again have a highly productive and successful year. I would like to extend my appreciation and congratulations to everyone.

Ready, Set Accomplish

PG's corporate goals have been established and communicated to all employees. PG is confident that everyone will do whatever it takes to exceed PG's expectations through everyone's performance excellence.



Setting and Achieving Goals

PG's employees are key to their success. But, in order for PG to achieve their business goals, employees need to know exactly what their short-term and long-term goals are. They need a clear understanding of their involvement in achieving these goals.

To actively participate in growing, PG knows that employees need to be informed. To this end PG will: communicate with them on a regular basis, share information about the business, and let them know what opportunities or obstacles lie in their path. PG recognizes that when employees are given a sense of respect, trust and responsibility, they are more motivated and willing to contribute more to the growth of PG's business.

PG acknowledges the need for employees to have complete knowledge and understanding of the business and customer in order for them to make informed recommendations and decisions. To this end they offer training opportunities and open communication.

In keeping a good work environment, PG: promotes a team approach to the work and encourages input from all employees. PG listens to their employee's insights and ideas to develop objectives that will help attain their short and long-term goals.

PG system for processing ideas is: they hold regular meetings, compile a list of the ideas, encourage new ideas and contributions, emphasize all ideas are a worthy of being considered, don't overlook the small ideas because a small idea may offer big savings or opportunities, respond to ideas quickly - either approving them, rejecting them (state why), or asking for more information.

PG wants input from the employee's on how to: identify ways to measure results and determine what benchmarks need to be put in place? Clear, well-developed benchmarks help PG and its employees stay focused on the big picture. PG updates employees regularly on what's happening and supports an open dialogue for ideas, suggestions, and observations.

Don't overlook the customer.

PG's business success ultimately depends on exceeding customer needs and expectations therefore PG employees need to focus on the customer. Every goal, objective and strategy must be customer-driven.

PG must sustain a competitive advantage with current customers. We must identify untapped revenue opportunities with current customers as well as focus-

ing on finding new customers and revenue opportunities. PG is continuously looking for ways to achieve repeat business.

Sharing of PG's accomplishments brings pride to the employees who were involved.

PG Safety Record

Panigas is proud of its Workplace Safety Record. During 2002 there have been no reported accidents. Congratulations go out to all PG employees for their dedication to ensuring all worksites are and remain a safe place for all. Let's keep up the great work. The OHS&E committee holds regularly scheduled meetings throughout the year to discuss and resolve outstanding issues. Copies of the minutes are available through your OHS&E committee members.



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PG and your co-workers are pleased to recognized the following employees and the work they have accomplished

Cowansville Project – Quebec



Congratulations go out to Michael Panigas and his team for bringing in this project 3 weeks ahead of schedule. A job well done. Michael said that this is the fastest they have completed a store. The Customer has praised the level of service and quality of workmanship. Keep up the great work!

Corporate Office Renovations and Expansion Status – Ontario



Office and Shop Staff

We're grow'in to service our customers better and while providing our employees more efficient and comfortable work place!

Beginning on January 11/02, the Concord office renovation/expansion was put into full swing. Since then 22 people have received either brand new or newly renovated offices and over 1695 sq.ft of mezzanine space has been added to the office building.

Our washrooms have been relocated, completely redesigned and built, have increased our facilities by six times and have added an additional physically challenged unit. Have installed multi product coffees and soft drinks machines...and Dave Lucchetta is currently arranging for the right snack machine product offering for our employees tastes!

The three main areas of expansion were: Signage Production 714 sq. ft. mezzanine (see attached "Signage" picture), Millwork offices 585 sq.ft mezzanine (see attached "Millwork" picture) and the Accounting Archives and Records room (396 sq.ft. mezzanine). Interior paint colour and floor finish changes are taking place with completion projected to take place mid March.

In particular I would like to thank Gianluca Pascale for his upfront work prior to construction, Dave Lucchetta and Cindy Lewis for their logistical efforts and Ralph Pipoli for his on-site supervision and carpentry work. But mostly I would like to thank everyone at the office for their patience and understanding in putting up with the clutter and shuffling of desks.

In the near future, we will be freshening-up our lunchroom area.



Signage



Millwork

Ontario: Manufacturing Millwork and Signage



Congratulations go out to The Panigas Group, Manufacturing (Millwork & Signage) Division. They are building and installing the John F. Kennedy Exhibition.

Details about the exhibit can be found at:

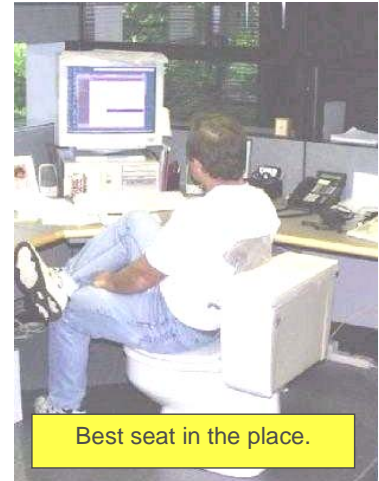
www.gaylordopryland.com

PG Take Time for a Smile

OSH Renews Effort to Wipe Out Toilet Tissue Hazard on Construction Jobsites

- The Occupational Safety and Health (OSH) has issued additional regulations dealing with toilet paper in porta-pottys on construction jobsites. These new rules are in addition to an earlier set of regulations dealing with this touchy subject.
- The new regulations cover items such as maximum diameter of the toilet paper roll, number of sheets contained on the roll, diameter of the tube and pull force required to tear off the sheets.
- OSH inspectors armed with pull force meters will check toilet paper dispensers in porta-potty's throughout the country. Any toilet paper dispensers that require more than 0.12 ft/LB of force to operate will be shut down, and all activities on the construction site will be suspended until the problem is resolved. (Pull force must be stated in metric construction jobs.)
- A malfunctioning toilet paper dispenser was blamed for a tragic accident last year at a construction site.
- The porta-potty that a worker was occupying was placed too near a 20-foot-deep excavation. When the worker could not get the toilet paper dispenser to
- Work, he stood up, placed one foot on the dispenser and both hands on the roll, and jerked backward. The dispenser at that point gave way, and the force of his backward fall toppled the porta-potty into the hole.

- Although he was not seriously injured, the worker later sued for mental anguish. Named in the lawsuit were his employer, the manufacturer of the porta-potty, the toilet paper dispenser manufacturer, the manufacturer of the toilet paper, the importer of the bolts used to hold the dispenser to the wall, the owner of the construction project, the architects who designed the building, the pioneer family who first settled the land in 1881, the loggers who harvested the trees that the toilet paper was made from, and the janitorial supply company that furnished the paper. A jury awarded the plaintiff damages.
- "OSH is on a roll, and hope to set a new standard for the dispensing of toilet tissue in the workplace
- The issue was first brought to a "head" (so to speak) when a construction worker was injured in an industrial accident caused by a misplaced roll of toilet tissue in a porta-potty.



Employee Comments

- One of the best newsletters I've seen. Well done!
- More PG great team success stories should be included so that everyone is recognized for their accomplishments.
- Would like to see more employee activity pictures
- Great choice of pictures
- I like hearing about what the other offices are doing
- Love the pictures, they give a face to a name
- Employee handbook has a lot of good information
- Newsletter has helpful and relevant information
- Love those company events



Current Projects

Base Building Central Update

- New YIG in Bracebridge is to be completed by May 3, 2002. Job proceeding as scheduled even though it was postponed several weeks and all the work was done during winter months.
- Loblaw's Super Centre, Barrhaven work to be completed by May 18, 2002. Work is on schedule even though it was postponed by 8 weeks because of changes.
- We will be starting the Loblaw's Super Center in Richmond Hill in April 2002.
- Will be starting the addition and renovation to YIG store in New Liskeard March 18, 2002.
- We will be starting the renovation of the Value Mart in Belle River (Windsor) on April 22, 2002.
- Will be starting the renovation of the Value Mart in Alfred (Ottawa) shortly.

- Will be starting the addition of a portal to the Loblaw's store in Merivale (Ottawa) shortly.
 - We also have several demolition projects to start also.
- Base building (central) will have a banner year 2003.

Do you have an idea or recommendation that will:

- Improve our business,
- Increase profits,
- Reduce and/or eliminate costs/expenses,
- Improve process,
- Reduce cycle times,
- Increase revenue streams/clients?

We want to hear from you! Please share your ideas and thoughts. Remember your ideas make the difference in PG's success and profitability.

Submissions should be forwarded in writing or by email to Human Resources.

YOUR SUGGESTIONS COUNT

PG Welcomes Our New Team Members

We extend our warmest greetings and wish you success with PG.



John Pavan
Concord Office
Chief Financial Officer



Dinu Focsaneanu,
Concord Office
Chief Estimator



John Fabrizio
Concord Office
Senior Project Manager Fixturing



Vanessa Romero
Concord Office
Administrative Assistant
Manufacturing



Jim Black
Montreal Office
Project Manager



Enza Lasorsa
Montreal Office
Bookkeeper/Office Manager



Pascale Nicolas
Montreal Office
Admin Assistant /
Receptionist

Meet PG's OHS&E Committees



Atlantic Office
Dan Wheaton - Safety Office Management
Paul Nauss - Mill Shop Rep., Scott Snow - Job Site Rep.
Charlotte Boutilier - Office Management /Chairperson



Concord Office

From left to right:
Geordie Mathers - CNC Router Operator/Programmer, Greg Healy -
CNC Router Operator, Maurizio Martellacci - Millwork Project Manager,
Rose Falancia - Accounts Payable Administrator, and Billy Filipchuk - Supervisor, Millwork



You have to play your part too if you want to work safely:

4 Reasons to be careful at Work

When it comes to preventing on the job injuries, each of us has four responsibilities.

FIRST – We have a responsibility to ourselves not to get injured.

SECOND – We have a responsibility to our families. When we are injured we cannot provide for them.

THIRD – there is the responsibility to our co-workers. Our actions must not endanger our fellow workers.

AND FINALLY – there is the responsibility we have to our company. Employee injuries have a negative impact on the productivity and health of the whole company.

OSH&E Web pages

Human Resources Canada

<http://info.load-otea.hrdc-drhc.gc.ca/~oshweb/homeen.shtml>

Canada's National Occupational Health and Safety Web Site

Site enables Canadians to easily and independently locate occupational health and safety information provided by the federal, provincial and territorial governments of Canada and by the Canadian Centre for Occupational Health and Safety (CCOHS)

<http://www.canoshweb.org/>

Taking Time for Personal wellness will help make you a better worker.

Your personal physical and mental health affects your work performance. PG and your co-workers depend on you being in good health. Construction, shop, driving and sitting jobs all place strain on you both mentally and physically. As with all equipment, periodic oiling and fine-tuning of the body is required.

By taking a short break from your sitting or standing routine you can relieve back and leg pressures you may experience while sitting or standing all day.

Have you considered doing a few stretches while waiting for a fax, photocopy, food to cook or the coffee to filter or going for a walk at lunch?



A good stretch and exercises can:

- Wake up your muscles
- Help relieve discomfort and prevent injury
- Get the energy flowing through your body
- Help your body relax
- Increase your circulation

Consider doing stretches and exercises that:

- Strength neck, upper and lower back and buttocks
- Relieve Lower Back Pressure
- Strengthen Upper Back and Shoulder Muscles
- Relieve Back Tension and Stretch Hips
- Strengthen abdominal and chest muscles
- Relax eyes and give your vision a rest
- Strengthen wrist, thumb, hand and figure
- Strengthen quadriceps, hamstring, leg and ankles
- Increase your breathing and heart

Important:

Remember to consult with your physician first.

Work smart; work safe

Always think safety first. Don't fool around on the job. (For one thing, it's against the law.) And you could injure yourself or another worker.

Report unsafe conditions

If you see anything that looks wrong, tell your boss - immediately. Don't wait until somebody trips over a loose cord, slips on some grease or is hit by a box that comes loose.

Dress for the job

If your job requires you to use protective equipment or clothing, then wear it. Make sure it's the proper fit and get trained in using and maintaining it. Maybe it's not comfortable or cool looking, but it could save your life or your health.

Get to know the emergency procedures

Find out where the fire alarms, extinguishers and exits are located. Make sure that they're accessible and not blocked. Ask your employer if there are any other emergency procedures that apply to your particular workplace.

Report all injuries

If you are injured, get immediate First Aid and then report the injury to your supervisor or boss.

Construction Sector OHS&E Training

It is important for all employees to keep their OHS&E skills and knowledge current. Employees should discuss their training requirements with their manager.

Training requirements may differ from province to province. Employees should refer to their provincial legislation to ensure they receive appropriate training.

PG Tips and Hints

Ten Questions You Should Ask to Ensure "On the Job Health and Safety"

1. What are the dangers of my job?
2. Are there any other hazards I should know about? (noise, chemicals, radiation?)
3. Will I receive job safety training? When?
4. Is there any safety gear I'll be expected to wear? Will I receive training in how to use it? When?
5. Will I be trained in emergency procedures, such as what to do in case of a fire or chemical spill? When?
6. Where are the fire extinguishers, first aid kits and other emergency equipment located?
7. What are my health and safety responsibilities?
8. Who do I ask if I have a health and safety question?
9. What do I do if I get hurt? Who is the first aid person?
10. Do you have safety meetings?



In all cases of injury or illness you must:

- Get first aid treatment right away.
- Tell your supervisor about any injury.
- Tell your supervisor about any illness or condition that you believe happened because of work.
- Choose your own doctor. (Once you have chosen, you may not change doctors without the permission of the WSIB.)
- Fill out and return all WSIB forms right away. You can get the forms you need from your supervisor.

PG Health and Safety Manual



- A copy of the Health and Safety Manual is available at all offices and worksites for all to use. It is the responsibility of all employees to familiarize themselves with the manual location and its contents. Ignorance of the Health and Safety

regulations will not be accepted in the event of a violation.

OHS&E

Further information can be found at Human Resources Canada's web page at: <http://info.load-otea.hrdc-drhc.gc.ca/~oshweb/progen.htm>, in the Health and Safety Manual.

Auto Emergency Kit

Consider keeping a disposable camera in your well-equipped car emergency kit. Why try to remember the accident when you can take a picture. In the event of a fender bender you can take pictures as evidence before you move the cars and exchange information. A picture never lies.

You Can Help Make Your Workplace Safer for Everyone



- Don't take risks. You might injure yourself or another worker.
- Report unsafe conditions. If you see anything that looks unsafe, tell your employer immediately. Don't wait until someone gets hurt.
- Wear your protective clothing and use the right safety equipment for the job. Get trained to use it properly.

- Ask your employer first. Your employer needs to know about your concerns and questions about health and safety issues and take the necessary measures to avoid injuries.
- Know about danger. Your employer should tell you about hazardous materials or equipment used in your workplace. You should also receive training before using any such materials or equipment.

Prevent Personal Injury

Here are some of the things that can go wrong:

- **Back strain**, caused when weak or tense muscles are stretched beyond limits.
- **Back sprain**, caused by the complete or partial tearing of a back ligament.
- **Herniated discs**, caused when stress, strain, or gradual deterioration of a disc causes it to protrude between the vertebrae.
- **Ruptured discs**, caused when a herniated disc's wall breaks.



Preventing back injuries doesn't take a lot of extra effort, but it does take some extra thinking. Here are a few reminders to help you prevent back injuries.

- When you lift something, follow proper lifting guidelines and be sure to keep the load close to your body.
- If a load is too heavy or bulky to carry alone, ask someone to help you.
- Remember good standing posture: Keep your ears, shoulders, and hips aligned.
- When you have to pick something up off the floor, squat down rather than bend.
- Instead of twisting your body, turn your whole body in the direction that you want to go.
- When you must stand for long periods, place one foot on footrest and change positions often.
- When you set a load down, squat down, being sure to bend at the hips and knees.
- Put reading materials on a stand instead of leaving them flat on your workstation.



Keeping the Workplace Safe

Provincial or Federal Regulations

Regulations may differ from province to province. Always check with local authorities before commencing any job.



Electrical Safety

Always check power tools before use

- They may have been damaged since last use, or during transport.
- Provincial or federal regulations may require periodical testing and tagging of equipment in some work environments.

Always use a current protection device.

- A normal household fuse will not afford life saving protection so always use an approved earth leakage or core-balanced circuit protection device.
- Trip circuit breakers are the same as fuses and do not afford protection to a safe level so do not take the chance seek advice.

Take care with extension leads.

- Inspect leads for cuts, chafes and other damage before use as even rats, mice and pets have been known to chew through wiring.

Keep away from overhead power lines

- People who use irrigation pipes, screw conveyors, extension ladders, scaffolds and equipment should look up before starting their activity.
- Some provinces recommended minimum safe distances from power lines.



General electrical safety matters

- If you work with people who work with electricity you should learn CPR.
- An appropriately qualified and licensed person must complete all electrical work.

Tools and Equipment Safety

- Always use the appropriate tools and equipment.
- Never leave tools where others may walk.
- Use the appropriate safety equipment when using tools and other equipment on the job.
- Never use your tools and equipment without checking they are in the best working condition.



Noise induced Hearing Loss

What is "Noise induced hearing loss"?

- Noise induced hearing loss is the damage caused to the internal components of the ear that result in a reduced ability to hear sounds in a specific range.
- The hearing components that become damaged cannot be repaired.
- An injury caused by noise is not generally instantaneous, except in the event of an explosion, and creeps up on you therefore many workers do not realize that they are being injured until it is too late.
- The damage is preventable so - don't be a victim.



Preventing injury through noise

- If you suspect that any plant and equipment is a source of noise above 80 dB then have an assessment conducted of the workplace by a competent, qualified person. (80 dB is about the same as a busy street)
- Isolate the noise source from the workplace.
- Wear appropriate hearing protection.



Eye Safety

- Never work without proper safety glasses or eye and face cover.
- Make sure all persons around you are safe.

Working at Heights

Safety Barriers

- Include provisions for barriers or fencing to prevent workers from falling, and to prevent articles from falling on workers below.
- Ensure the integrity of barriers - conduct maintenance inspections.

Fall arrest systems

- When it is not possible to provide physical barriers to prevent falls, then a system using a harness and lanyard can prevent serious injury and death.
- Training should always be part of a safety program and must include the use of harnesses.

The working environment

- Always take the time to assess the task and the environment and if in doubt put the job off to another day.
- Consider the clothing and footwear to prevent slips and falls and also exposure to the sun.



Machinery

Certificates of competency

- Operating machinery requires particular skills and knowledge so that the functions of the machine can be controlled to prevent injury to people and damage to the machinery and products.

Production machinery

- Operating production machines requires specific skills and knowledge.
- New operators should pay particular attention to the written operating procedures in order to familiarize themselves with what the company requires and then combine that knowledge with the teachings of the coaching operator.
- Conduct equipment checks to identify potential malfunctions, prevent accidents and improve productivity.
- Report problems immediately



PG Celebrations

Promotions

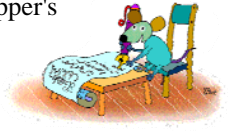


We are please to announce the promotion of these employees: Billy Filipchuk to Supervisor, Millwork and Mark Selskiy, Production Manager, Gerry Pomeroy, Director Construction, Mark Stevenson to Project Manager, Dino Bastasin to Project Manager, Gianluca Pascale to Project Manager and Sean Fox to Senior Project Manager. We know they will continue to contribute their high level of service in their new positions.

Congratulations!

Shopper's Drug Mart

PG would like to take this opportunity to congratulate Dino Bastasin, Warren Webster and Paul Gerber for their work in acquiring Shopper's Drug Mart as on of our newest clients.



Shaw's Supermarkets USA

Congratulations are also extended to Sean Fox, and John Young for their excellent effort in securing more work from our new friends at Shaw's Supermarkets USA.

Lexus Canada Corporation

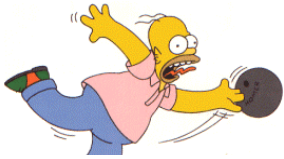
The Panigas Group, Manufacturing has now been approved as an authorized builder for Lexus Canada Dealers.



PG Upcoming Events

Bowling (Concord Office)

Put your bowling shoes.



PG Bowling Tournament

- Friday April 20th
- 5:00 PM - 10:00 PM
- Woodbridge Bowling Alley, 191 Marycroft Avenue, Woodbridge
- Contact: Nadia Virgioni

Pot Luck Lunch (Concord Office)

- Date: Monday April 1st
- Time: 11:45 am – 1:00 pm
- Details to be announced
- Contact: Rose Falancia or Karen Rodney



Barbeque Lunch (Concord Office)

- Date: Friday May 17th
- Time: 11:45 am – 1:00 pm
- Details to be announced
- Contact: Rose Falancia or Ann Rau



MS Project 2000 Training Levels 2

- Contact Roger Baguley for further details



PG 8 Ball Gathering

" 8 " BALL TOURNMT Tournament winner:
Billy Filipchuk, Supervisor Millwork



Congratulations to Tom Mills Sr., runner-up



A winning Team