



MEMO

TO: All personnel

FROM: FRANCINE T. MAINVILLE

DATE: Monday, December 1st, 2008

SUBJECT: Appointment – **MANON POIRIER**

Manon started with us on January 19th, 1981. She was able to face and meet several challenges and welcomed many employees for Marcel Poirier & Son, NMP Golf Construction through RLM Poirier and SM Hydraulic Equipment. Her passion, her good will, her sense of belonging, reliability, dedication, sharing her knowledge, her skills and experiences; all have been an important pillar in our business. She has held different positions for a long time, positions which included the main functions of accounting and payroll. Most recently, she chose to focus her career in human resources, maybe because during all these years, Manon has also carried out tasks for the human resources department, completed the CSST paperwork, filed termination of employment, insurance documents, etc.

It is with great pleasure that I would like to announce that Manon has been promoted to Human Resources Advisor where she will continue her tasks which she masters very well, such as the payroll and she will ensure the implementation of the administrative support for the department.

Congratulations Manon and good luck in your new position!