

MASTER
PUMPS & EQUIPMENT
C O R P O R A T I O N

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From the Corporate Office

To: Each Employee – Private and Confidential Document
From: Don Moilan Jr., President

SYSTEM PASSWORD SECURITY

ALL EMPLOYEES will be assigned a new password for the system based upon the following format:

LOGIN: Your Last Name _____

Login Password: Self-designated at the prompt, changes periodically at your command.

Module Passwords: Please fill this in and return to Donnie Moilan for your employment file only.

Driver License # _____

Mother's Maiden Name _____

Social Security Security # _____ - _____ - _____

Father's First Name _____

PASSWORDS ARE PROPRIETARY INFORMATION NOT TO BE SHARED WITH OTHER EMPLOYEES, AS EVERY ONE WILL HAVE ACCESS TO THE COMPUTER, BASED UPON YOUR AREA OF RESPONSIBILITY AND LEVEL OF ACCESS. SUPERVISORS WILL RECEIVE TWO PASSWORDS AND MANAGERS THREE PASSWORDS FOR DIFFERENT LEVELS OF SECURITY.

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