**From** Sze Yan Li <szeyanli@webcor.builders.com>

**To** <employees@webcor.builders.com>

**Date** 2013/10/26 10:45

**Subject** An Important Update to the Automated Monitoring System

Dear All Employees:

Due to your efforts, Webcor Builders maintains its standing as one of the leading construction contractors in the nation. With the continuous growth of our company and new emerging technologies, we wish to improve our monitoring systems to prevent the disclosure of company information to competitors in the industry.

As you know, Webcor’s current monitoring system observes employee e-mail and instant message for keywords that suggest confidential, illegal, or otherwise inappropriate content. Webcor Builders is one of the estimated 60 percent of U.S. companies with such monitoring systems in place.

On November 1, the automated monitoring system will be expanded to include employees’ personal blogs. This decision was made in order to prevent messages that could possibly harm the value of our company name. If you wish to know more about this change, please visit this link: http://www.employee.webcor.com/policy.html#electronicmedia.

Our company embraces the freedom to express oneself. However, as an employee, we also hold a responsibility to protect our company’s intellectual property and public image. We appreciate your cooperation in keeping the company’s interest in mind.

Sincerely,

Sze Yan Li

Chief Information Officer