

A List of HR Policies for your Business

- Code of Conduct
- Confidentiality
- Conflict of Interest
- Hiring:
 - Recruitment and Selection
 - Hiring of Relatives
 - Offer of Employment
 - Probation
 - Orientation
- Group Benefits (i.e. medical, dental, disability, ad&d, taxable/health spending accounts, life, Pension/RRSP, Employee Assistance Program coverages)
- Hours of Work
- Overtime
- Statutory Holidays
- Vacation and Vacation Pay
- Leaves:
 - Bereavement
 - Jury Duty
 - Compassionate Care
 - Reservist/Military Leave
 - Maternity/Parental/Adoption

- Sick and Personal
- Professional Development/Education/Training
- Health & Safety
- Anti-Harassment and Workplace Violence
- Privacy
- Substance Use
- Progressive Discipline
- Termination
- Performance Management Program (Reviews)
- Disability Management Program
- Uniform/Dress Code
- Vehicle Use
- Employee Expenses and Allowances
- Social Media
- Internet and Email Use
- Communication Devices
(i.e. cell phones, smartphones, iPhones, dispatch devices)

This is a suggested list of HR Policies for your business, however, there may be more. We would be pleased to discuss HR Policies which are tailored to the workplace culture and legislative compliance for your business.