

15% OFF MANUALS & GUIDES

- Policy Manual
- Recruitment Guide
- Performance Management Guide
- Corrective Action Guide
- Disability Management Guide
- Termination Letters & Guide

FREE HR POLICIES, PROCEDURES & TEMPLATES

- Absence Request Form
- Business Expenses Policy
- Code of Business Conduct Policy
- Company Cell Phone Use Policy
- Company Vehicle Use Agreement
- Compensation Policy
- Confidentiality of Company Information Agreement
- Corrective Action Policy
- Dress Code Policy
- Drugs and Alcohol in the Workplace Policy
- Earned Days Off Policy
- Employee Agreement Template
- Employee Disciplinary Memo
- Employee Expense Report
- Employee Grievance Form
- Employee Performance Review Form
- Employee Status Change Form
- Employee Verification Form
- Exit Interview Template
- General Holidays Policy
- Gratuitous Payment Letter
- Health and Safety Policy
- Hourly Wage Increase Letter
- Hours of Work Policy
- Incident Reporting Form
- Independent Contractor Agreement
- Information Systems, Internet Use and Social Media Policy
- Job Application Form Template
- Job Description Template
- Job Posting Template
- Leaves of Absence Policy
- Letter to Unsuccessful Candidates Template
- Media Relations Policy
- Offer of Employment Letter
- Offer of Employment Letter Template
- Offer of Modified Work Duties Form
- Orientation Checklist
- Overtime Agreement
- Overtime and Other Premiums Policy
- Performance Improvement Letter
- Performance Management Policy



**SALOPEK
& ASSOCIATES**



FAIRFIELD WATSON
committed to people



**EACH DOCUMENT COMES
WITH COMPLIMENTARY
ONE-ON-ONE
CONSULTING SUPPORT**

- Performance Management Policy
- Personal Vehicle for Company Business Use Agreement
- Possession of Weapons Policy
- Privacy Policy
- Probationary Performance Review Form
- Probationary period Completion letter
- Probationary Period Policy
- Recruitment and Selection Policy
- Recruitment Strategy Template
- Reference Release for Departing Employee
- Release Form
- Resignation Acceptance Letter
- Respect in the Workplace Policy
- Return to Work Plan
- Salary Increase Letter
- Severance Payment Offer Letter
- Sick Leave Policy
- Smoke-Free Workplace Policy
- Staffing Request Form
- Telephone Screen Interview Template
- Termination Checklist
- Termination for Just Cause Letter
- Termination of Employment Policy
- Termination within Probationary Period Letter
- Termination Without Cause Letter with Gratuitous Payment
- Termination without Cause Letter with Severance Payment
- Training and Development Policy
- Training Request Form
- Vacation Policy
- Vacation Request Form
- Vehicle Use Policy
- Visitors in the Workplace Policy
- Whistle Blowing Policy
- Working from Home Policy
- Workplace Harassment and Violence Prevention Policy