

# HR POLICIES

## TOP 12 RECOMMENDED HR POLICIES

Below are the HR policies we recommend all employers have in place to mitigate risk (in no particular order):

1. Code of Conduct
2. Equal Employment Opportunity (EEO)
3. Workplace Bullying, Harassment and Discrimination
4. Discipline and Termination
5. Grievance Handling
6. Alcohol and Drugs
7. Flexible Work (including working from home)
8. Leave (excluding parental leave)
9. Parental Leave
10. Social Media
11. Workplace Communications
12. Workplace Health and Safety

## OTHER HR POLICIES

Other HR policies that employer's may require depending on Organisation and Industry include:

- Motor vehicle
- Confidentiality
- Corporate Social Responsibility
- Expense Reimbursement
- Internal Recruitment
- Modern Slavery
- Overtime and On Call
- Performance Counselling
- Whistleblower
- Training, Education & Professional Development
- Privacy
- Remuneration
- Return to Work
- Risk Management
- Timesheets and Recording Hours of Work
- Travel and Expenses
- Workplace Surveillance
- Fire Safety
- COVID-19
- Corporate Social Responsibility