

# HR POLICY LISTING



## RECOMMENDED HR POLICIES

Below are the HR policies we recommend all employers have in place to support compliance, manage risk, and assist in consistent and fair decision-making across the business (in no particular order):

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

*\*Risk Assessment Required*

## SEXUAL HARASSMENT PREVENTION PLAN

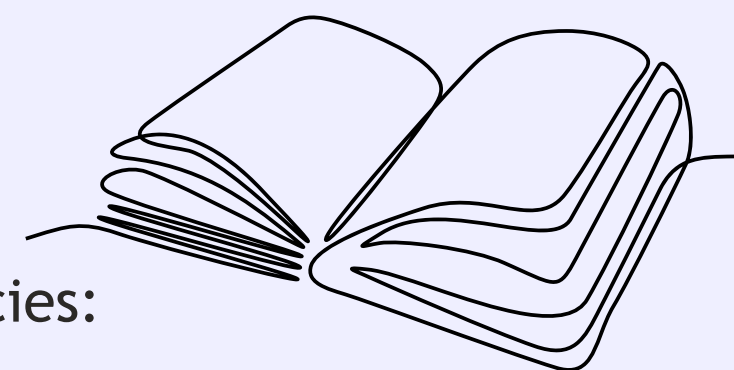
Employers are required to implement a Sexual Harassment Prevention Plan to meet their obligations under the positive duty provisions of the Sex Discrimination Act 1984. These laws require organisations to take proactive and reasonable steps to prevent sexual harassment, sex discrimination, and related unlawful conduct in the workplace. *(priced separately to policies)*

## PSYCHOSOCIAL RISK ASSESSMENT

Conducting a risk assessment helps the organisation identify hazards and risk factors that may increase the likelihood of bullying and harassment, sexual harassment, and/or discrimination occurring in the workplace. This process supports compliance with the positive duty under the Sex Discrimination Act 1984 by informing company policies and the Sexual Harassment Prevention Plan, ensuring appropriate and proportionate preventative measures are implemented. *(priced separately to policies)*

## OTHER HR POLICIES

These are a sample of some of our other most frequently requested HR policies:  
*This is not an exhaustive list so we're happy to discuss your specific needs.*



- Use of Artificial Intelligence
- Company Vehicle Use
- Corporate Social Responsibility
- Whistleblower
- Bring Your Own Device (BYOD)
- Recruitment & Selection
- Diversity, Equity & Inclusion
- Ceremonial Leave
- Reward & Recognition
- ...and so many more!