



## Policy and Procedure Development

---

It is critical that a company have a set of workplace rules that are up to date and in line with federal, state, and local laws that provide an employee with information regarding working conditions, employee benefits, and other information that effect an employee's employment. Human Resource Partnerships will work with you to review the company's legal requirements and best practices in order to develop an employee handbook that meets the company's needs.

### **Services:**

- Review current workplace rules
- Assess effectiveness of current workplace rules
- Develop policies and procedures
- Implement policies and procedures