

EMPLOYMENT HEALTH CHECK

How long is it since your policies and procedures had an overhaul? New legislation means that you may not have all the relevant documentation in place in order to communicate to your employees or to protect your business. LYNC HR offers a full Health Check and will recommend changes where necessary.

- Complete Health Check on all your organisations policies and procedures including:
 - Contracts of Employment
 - Terms & Conditions of Employment
 - Disciplinary, Grievance & Capability Procedures
 - Appeal Procedures
 - Staff Handbook
 - Personnel records & documentation
- Production of a confidential written report identifying Human Resource strengths and opportunities for improvement through a structured and achievable plan.
- This process is usually carried out within half a day on site with the report submitted within one week.

This service costs a one off sum which includes site time and report production