

POLICY TYPE: EXECUTIVE LIMITATIONS
POLICY TITLE: L2 - STAFF TREATMENT
ADOPTED: 4-08
LAST REVISED: 12-09, 12-10, 10-25

With respect to relations with paid staff, the General Manager will not cause or allow conditions that are unfair, unsafe, or unclear.

The GM will not:

- L2.1 Cause or allow harassment among staff and potential staff or discrimination based on other than business related criteria, individual performance, and qualifications.
- L2.2 Operate without written personnel policies that:
 - (a) clarify rules for staff,
 - (b) provide for effective handling of grievances,
 - (c) prohibit staff and the GM from supervising or managing the work of any person who is a spouse, partner, immediate family member or person with whom a romantic or close familial relationship exists,
 - (d) establish communication, provide job descriptions, and evaluations,
 - (e) allow terminations to be grieved within a reasonable period of time, and
 - (f) allow grieved terminations to be reviewed by a neutral, knowledgeable third party.
- L2.3 Fail to provide for appropriate documentation, security and retention of personnel records and all personnel related decisions.
- L2.4 Fail to abide by all workplace laws.
- L2.5 Promise or imply permanent or guaranteed employment.
- L2.6 Fail to survey and report on store work culture at regular intervals.