

# Employee Policy and Handbook Review

Illinois Chamber of Commerce; Seminar; Naperville, IL  
October 17, 2017 | 8:30 am - 12:30 pm

Like most employers, you most likely have an employee handbook, but how long has it been since you last reviewed and updated its contents? Are you certain your handbook complies with the current laws? Will your handbook stand up to the ever-increasing scrutiny by the DOL, EEOC or NLRB? Will your handbook cause you trouble in your next employee lawsuit?

Employment laws and regulations are continuously changing, which means that every few years, you need to open up that handbook and give it a proper evaluation.

Join us for a timely presentation on updating your employee handbooks. Jeff Risch will guide you through effectively using an employee handbook and identify top employee handbook mistakes that could cost you. The seminar will cover key topics, such as:

- The purpose of an employee handbook;
- New Leave Law Updates (including paid sick leave);
- Wage/Hour Compliance;
- Safety Standards;
- New EEO reporting and complaint procedure language;
- Surviving DOL, NLRB and EEOC scrutiny;
- What should be included in an employee handbook, (And what you should leave out);
- Privacy, workplace searches and drug testing policies;
- Preserving the at-will employment relationship;
- Ineffective handbook language to avoid;
- What to do when there is a union workforce; and
- Other common employee handbook mistakes.

## PROFESSIONALS

Jeffrey A. Risch  
Partner

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