Publisher's Note

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BEST PRACTICES: EMPLOYMENT POLICIES THAT WORK
Release No. 2, November 2024

Publisher's Special Release Note 2023

The pages in this work were reissued in November 2023 and updated to reflect that date in the release line. Please note that we did not review the content on every page of this work in the November 2023 release. We will continue to review and update the content according to the work's publication schedule. This will ensure that subscribers are reading commentary that incorporates developments in the law as soon as possible after they have happened or as the author deems them significant.

Changes to chapter and heading numbering may have occurred. Please refer to the Correlation Table in the front matter if you wish to confirm references.

Dear Subscriber,

We are pleased to enclose release 2024-2 for *Best Practices: Employment Policies That Work*.

Please note the following changes included in this release:

- In **Chapter 12, Termination**, a new policy was added on Job Abandonment. Changes were also made to policies and commentary on termination formulas and guidelines, comprehensive policies on leaving the organization, dependent contractors, fixed-term and indefinite employees, temporary layoffs, recall rights, downsizing/reductions-in-force, probationary terminations, different standards for termination for cause under the common law versus some employment standards statutes, voluntary and involuntary terminations, termination letters, resignations, death of an employee, and exit interviews. Changes include edits, updates and enhancements in relation to revised legal and regulatory requirements, new and emerging best practices, gender-neutral language and updated business practices and terminology.

Note: The example policies on your *Best Practices: Employment Policies That Work* CD-ROM are published only in Microsoft Word 97 format.

Best Practices: Employment Policies That Work covers key HR topics such as performance management, employee retention, training and development, termination, and recruitment and selection. As with every release, we have included a new updated *Best Practices: Employment Policies That Work* CD-ROM. Your CD-ROM offers you the most current inventory of employment policies published to date in *Best Practices: Employment Policies That Work*. All example policies are published in Microsoft Word 97 format.

To install the policies on a Microsoft Windows computer, open the CD-ROM via "My Computer" and double-click "setup.exe". The installer will place a shortcut to the EPTW Table of Contents on your Desktop. Users with other operating systems may access the files directly by navigating to the "Carswell" folder on the CD-ROM.

Our authors and editors take a great deal of care to ensure that your information remains current by tracking legislative changes and emerging areas of practice. We also welcome any comments or suggestions you might offer to help us improve this publication.

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- The Table of Cases and Index are now in PDF with no searching and linking
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