

Publisher's Note

2018 — Release 1

Previous release was 2017-1

From Your Library:

DEVELOP YOUR OWN EMPLOYEE HANDBOOK

September 2018

Dear Subscriber:

Enclosed is your release No. 1 — 2018 of *Develop Your Own Employee Handbook*.

Develop Your Own Employee Handbook was created for Thomson Reuters Canada by authors Joan Bolland and Ellen Mole to answer the HR Manager's questions: "Now that we have a managerial policy and procedural manual for our company/organization, how do we ensure that our employees are aware of — and more importantly, understand — those policies and procedures that are most important for everyone to know?"

This release consists of updates and additions of policies and associated commentary dealing with the upcoming legalization of marijuana, along with major revisions to Chapter 5: Employment Practices. A new policy on Marijuana in the Workplace was added, along with updates and changes to several other relevant policies dealing with cannabis in the workplace. The changes to Chapter 5 consist of updates and enhancements to policies, legal compliance requirements and HR best practices, along with a new policy on Answering Reference Inquiries.

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