

## The following topics will be presented...

- EPLI Insurance: Why it is crucial in an ever changing workplace.
- Essential employee handbook provisions and their use in the workplace.
- Creating and maintaining employee personnel files.
- How employee handbooks and personnel files are utilized when hiring and terminating employees.
- Overview on Washington's new Sick and Safe Leave Law.

| Location:          | Cost:            | Registration:      |
|--------------------|------------------|--------------------|
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