



Workforce
Development Board
Contra Costa County

FREE WEBINAR
12PM - 1PM

DEC 9th



Employee Handbooks

An employee handbook is one of the most important communication tools you can have between your company and your employees. Not only does it set forth your expectations for your employees, but it also describes what they can expect from you and ensures your business complies with state and federal employment laws.

**CLICK HERE TO
SIGN UP NOW >>**

Attend this presentation to learn about:

- The Benefits and Risks of an Employee Handbook
- Essential Provisions
- Policies Required by State and Federal Law
- Recommended Policies such as Social Media
- What NOT to put in an Employee Handbook
- *And much more...*

**Contra Costa County employers, don't forget
there is a no-cost HR Hotline ready to help!**

888.599.7645

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