

Columbia Gorge Employer Council

Seminar for Business



www.WorkingInOregon.org/OEC

*Columbia Gorge Employer Council in partnership with Columbia Gorge Community College
invites you to attend:*

Employer Policy Writing Guidelines

Presenter: Jennifer Germundson
Bureau of Labor and Industries
Technical Assistance for Employers

Tuesday, October 21, 2008

Best Western Hood River Inn
Riverview Room
1108 East Marina Way
Hood River, OR

7:30 a.m. to 8:30 a.m. Check In & Continental Breakfast
8:30 a.m. to Noon Seminar

Are your employee policies up to date? Are you revising your employee handbook or writing your first one? Join us for a discussion on the benefits and pitfalls of employee handbooks. We'll cover employment at will, protected classes, benefits, disciplinary procedures, work rules and a variety of topics.

All participants of this seminar will be registered with the college as taking a non-credit course. Please include your date of birth on your registration form.

Cost: \$60.00 per person \$50.00 per person/2 or more from the same organization. Fee includes seminar, materials and breakfast. Non-refundable.

For more information: Call Anita Iken at (541) 296-5435 ext. 231; or e-mail:
Anita.L.Iken@state.or.us.

