



EMPLOYEE SERVICES POLICY SERIES  
**BACK TO THE BASICS**



## Employee Services Policy Series: Back to the Basics

### Inaugural Installment:

### Employee Relations for HR Practitioners and Managers

AUDIENCE: Human Resources Practitioners and Managers

LOCATION: OPM headquarters - 1900 E Street, NW DC

DATES: September 11-13, 2012, 8:30 a.m. - 4:00 p.m.

FEATURING: **Angela Bailey • Associate Director, Employee Services, OPM**  
**Mark A. Robbins • Member, Merit Systems Protection Board**  
**James Read • Director, Office of Appeals Counsel, MSPB**

#### Breakout sessions for the first installment focus on employee relations topics and include:

*Alternative Discipline*

*Avoiding Disparate Treatment*

*Charges and Penalties*

*Effective Use of the Probationary Period*

*Employee Relations as a Strategic Partner*

*Ethics in Government*

*Hotspots in Federal Labor Relations*

*Leave and FMLA Regulations*

*Medical Documentation*

*Performance Management*

*Settlement Agreement Do's and Don'ts*

*The Hatch Act in an Election Year*

*Understanding VEOA and USERRA*

*Workplace Violence Prevention*

*An Insiders Approach to New Media: How Blogs and Wikis Can Create Cultural Transformation Within Your Organization*

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