



Welcome to our December Newsletter

HR Tip of the Month

Cold and flu season is here and typically runs from November-April. Promote flu immunization by posting information, adding reminders to workplace correspondence or providing incentives such as work time to attend clinics.

Holiday Parties

Office holiday parties are in full swing and it's important for employers to recognize some dangers and liabilities associated with them. One of the most prevalent is the consumption of alcohol at the office holiday celebration. Risks associated include:

- Employer's reputation
- Possible complaints about harassment and inappropriate behaviour
- Safety liability-intoxicated employee drives and injures fellow employee or third party
- Negative impact on employment environment

Read our latest [HR Advice Blog](#) on how to plan ahead for a safe office holiday party



AODA Countdown! Are you ready?

One month left! Don't miss our last learning session before the **Accessibility for Ontarians with Disabilities Act**: (AODA) Customer Service Standard deadline for compliance: **Jan 1st 2012**

Introduction to AODA: Customer Service Standard

When: **Tuesday December 6th, 2011**

9:00am-11:30am

Where: Cambridge chamber of Commerce

750 Hespeler Rd, Cambridge ON

Click [here](#) to register!

We extended the early registration fee until Friday Dec 2nd!
(\$75+HST, Reg. \$99+HST) Don't miss out!

Clear Path's [AODA Do-it-Yourself Package!](#)

Managing Social Media in the Workplace



One of the biggest challenges for employers is managing employee use of social media both inside and outside of work.

The best way to tackle concerns of employees posting views, opinions or information on their personal social media accounts that are attributable to your organization **is through education.**

Employees should recognize that any information posted online becomes a **permanent record** and can be read by the public. Among the concerns that should be communicated.

- Disclosure of confidential information
- Disparaging comments about the employer or employee
- Harassment
- Anything that could damage the employers reputation

Visit our [blog](#) for updates on managing social media in the workplace.

Training Dates

[Handling a WSIB Mental Health Claim](#)

-December 6-Cambridge

[Introduction to AODA](#)

-December 6-Cambridge

[Leadership Safety 101](#)

-January 18-Cambridge

[Demystifying WSIB's NEER Program](#)

-February 28-Guelph

-March 1-Cambridge

-March 6-Mississauga

-March 8-Kitchener

[Click here to view the 2012 training schedule](#)

Breaking News!

A recent ruling made by The Supreme Court of Canada is a landmark decision that limits the jurisdiction of a Human Rights Tribunal in regards to matters that have already been dealt with.

Read our [News blog](#) to find out what this means for Ontario employers!



Start 2012 with Safety 101

We are starting off 2012 with our first Health and Safety course of the year. **Leadership Safety 101**. This course is great for Supervisors, HR Professionals, or anyone on a Health & Safety committee.

Learn due diligence, your responsibilities under the Ontario Health and Safety Act, Bill C45 and what it means for your business, the definition of a competent supervisor and why it matters.

Attendees will obtain many take away tools from this session including:

- Example of inspection
- Examples of an incident report
- Exercises and case studies

This session would be very beneficial if your organization has supervisors who need to meet requirements, in regards to a recent Workwell Audit.

[Leadership Safety 101](#)

January 18th 2012

9:00am-3:00pm

Cambridge Chamber of Commerce

750 Hespeler Rd Cambridge ON

Click [here](#) to register

Holiday Greetings Debate

As our workplaces become more religiously diverse, some debate arises on whether to say "Merry Christmas" or a more generic "Season's Greetings" or "Happy Holidays". It can be a challenging business decision with the religious nature of the season.



What is your business doing?

[Fill out this survey](#) and we will draw a winner, to receive a \$99 credit towards one our upcoming 2012 sessions. Submit by December 15th 2011!*Session investment must be \$99 or more to apply credit*

The Clear Path Team (Anna, Dave, Brenda, Janet, Jennifer, Victoria, Denise, Rebecca, Karleigh, John and Josie) wish you all a very Merry Christmas! All the best to our readers in 2012!

Contact Us Today

150 Werlich Drive, Unit 4
Cambridge, Ontario

T: (519) 624-0800

T: (877) CLEAR-04

F: (519) 624-0860

W:www.clearpathemployer.com

E:anna@clearpathemployer.com

