

Policy Title: Treatment of Human Resources	Category: EL-1
Policy Type: Executive Limitations	Approved: April 22, 2016 Revised: November 26, 2020
Monitoring Frequency: Annually	When: November

The CEO shall not cause or allow working conditions that are unsafe, unhealthful, unfair, undignified, or in contravention of the organization’s policies or legislated employment standards.

The CEO shall not:

1. Operate without written personnel policies and procedures which at minimum clarify expectations and working conditions for employees and volunteers, provide for effective handling of grievances and protect against wrongful conditions.
2. Violate current Human Rights, Labour Standards and general responsibilities set out in the Saskatchewan Employment Act.
3. Fail to ensure policies and procedures are in place to address workplace harassment.
4. Fail to ensure that employees and volunteers are informed of the performance standards by which they will be assessed.
5. Discriminate against any employee or volunteer member for expressing an ethical dissent.
6. Fail to operate without a procedure for ensuring adequate communication of relevant information to employees or volunteers.
7. Prevent employees or volunteers from grieving to the Board when:
 - a. internal grievance procedures have been exhausted (as per internal grievance procedure process as stated, and
 - b. the employee alleges either:
 - i. that Board policy has been violated to the employee’s or volunteer’s detriment; or
 - ii. that Board policy does not adequately protect the employee’s or volunteer’s human rights.
8. Fail to ensure that there is an effective staff and volunteer education and development process in place.
9. Fail to foster an environment in which there are effective working relationships.
10. Fail to acquaint staff and volunteers with their rights under EL-1.