

## Learn to address inappropriate workplace behaviour before it becomes a legal issue.

Workplace Investigation Training for HR Professionals: October 7 - 9, 2014 in Halifax

## 2-Day Basic Workplace Investigation Techniques

Start by learning the key components:

- » What circumstances trigger an investigation
- » Whether an investigation should be conducted internally or externally
- » How to determine your mandate
- » What to include in pre-investigation communications
- » Who to interview, and in what order

## 1-Day Report Writing Workshop

Master report writing:

- » How to write a thorough and defensible report that will 'stick'
- » How to organize your report and what to include in it
- » How to deal with credibility issues
- » How to deal with tricky evidentiary issues
- » How to avoid common reporting pitfalls

## Register Today

Rubin Thomlinson has literally written the book on workplace investigations, developing the definitive guide that is an invaluable resource for organizations across the country. No other law firm in Canada offers the depth of expertise in workplace investigations – or trains more people across the country – than Rubin Thomlinson.



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