

Webinar Description: One of your employees alleges discrimination or harassment. Are you prepared to carry out a proper investigation? You'd better be, because adjudicators will expect you to get it right. Sophisticated employers and human resource professionals know the value of a timely, thorough, properly conducted investigation in supporting decision-making and protecting the interests of employers, managers and employees. Furthermore, in some situations, particularly in the human rights context, an employer may have a procedural duty to investigate. It is not enough to merely do the right thing; how one gets there is equally important.

In this interactive session, we will share practical tips and useful tools on the following:

- Who should conduct the investigation?
- Different approaches for different types of investigation
- Investigation techniques: physical evidence, interview, document review, etc.
- How to deal with "he says, she says"
- Effective documentation and report
- Recommendations and action plan
- Communication of result of investigation
- Common pitfalls and how to avoid them

Course Date(s): Monday, February 27, 2012 Facilitator(s): Sonia Regenbogen, Partner, Heenan Blaikie LLP				
Time: Noon – 1:30 p.m.		Location: 6299 Airport Road, Suite 703, Mississauga, Ont., L4V 1N3		
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