

# 13. Personnel policies

Business Use of Cell Phones.....

Catastrophic Leave .....

Discrimination and Harassment Prevention.....

Employment of Relatives and Spouses/Domestic Partners.....

Ergonomics.....

Family Care and Medical Leave.....

Flexible Work Schedule.....

Heat Illness Prevention.....

Injury and Illness Prevention.....

Sexual Harassment and Complaint Procedures .....

Standard of Conduct.....

Substance Abuse.....

Technology and Electronic Resources .....

Teleworking Outside of the Office .....

Travel and Timesheet Documentation .....

Vehicle Safety and Usage .....

Violence in the Workplace.....

Whistle Blower Complaint Procedures.....

**Suggested policy format and content. RTPA specific policies should be developed in consultation with RTPA Legal Counsel, Board of Directors and appropriate regulatory agencies.**