**ICRMA EPL Resource Center -** <https://login.enquiron.com/icrma>

**RESOURCE / SOLUTIONS GUIDE\***

The **ICRMA EPL Resource Center** helps members with the HR-related issues we all face on a regular basis. Content on the portal is updated daily and the below is a snapshot of what’s available today (April 2, 2019):

**SEXUAL HARASSMENT – RESOURCES AND TOOLS**

**Articles**

* Sexual Harassment Allegations in Your Organization: The Story is Hard to Believe or No Surprise
* 4 Strategies to Prevent Workplace Sexual Harassment
* What do 37 million sexual fantasies and an IPO have in common?
* Can repeated lunch invitations be consider sexual harassment?

**Best Practice Guide**

* Preventing Sexual Harassment in the Workplace

**Deep Dive Podcast**

* Sexual Harassment Saga – 6 parts
  + Part 1 – The Flirtatious Interview
  + Part 2 – The Office Romance
  + Part 3 – The Tit for Tat Arrangement
  + Part 4 – The Complaint
  + Part 5 – Sexy Social Media
  + Part 6 - Preventing Workplace Harassment

**Federal Laws/Resources**

* Protecting Young Victims from Sexual Abuse and Safe Sport Authorization Act of 2017
* Sexual Harassment – Equal Employee Opportunity Commission (EEOC) – Guidelines
* Domestic Violence, Harassment, Sexual Assault, Stalking Fact Sheet – EEOC

**State Laws/Resources - CA**

* Notice of Rights – Victims of Domestic Violence, Sexual Assault, Stalking
* Sexual Harassment Training Requirements Under AB 1825 – CA
* FAQs AB 1825 Sexual Harassment Training – CA
* Megan’s Law - CA

**Question of the Month (de-identified; includes attorney response)**

* What is the obligation of the employer when personal cell phones are used to share inappropriate or sexual content in the workplace?
* Sexual Harassment Pamphlet – CA

**Solutions / Online Training (this is under SOLUTIONS Tab)**

* California Sexual Harassment Prevention (AB 1825)
* California Sexual Harassment Prevention – Spanish (AB 1825)
* Federal Sexual Harassment Prevention
* Federal Sexual Harassment Prevention – Spanish

**Webinars**

* HR Essentials: Sexual Harassment & Bullying

**INVESTIGATIONS**

**Federal Resources**

* EEOC Investigations – What Every Employer Should Know
* OSHA – Safety and Health Topics – Accident Investigation

**Forms & Documents**

* Accident Investigation Form
* Incident Investigation Form

**Podcasts**

* Tricky Employment Conversations – Part 4*: Conducting a Harassment Investigation*

**Question of the Month**

* Should you share investigation files with suspended employees?

**COMPLAINTS**

**Article**

* Saul Goodman protected Walter White from legal trouble, but all you’ll need is an internal complaint system

**Best Practice Guides**

* Discrimination and Harassment Complaints – Guidelines for Handling

**Podcasts**

* Sexual Harassment Saga – Part 4: The Complaint
* Anonymous Complaints OK?

**Question of the Month**

* Does an accused employee have the right to review a written complaint against them?

**EMPLOYMENT PRACTICES – WRONGFUL TERMINATION**

**HR Express Updates – Questions of the Month**

* *Would you please provide us with information on how to avoid wrongful termination?*
* *What should be considered when terminating a long-term employee for performance issues*
* *We have an employee … if she doesn’t succeed at this job can we terminate her?*
* *Termination/discharge – what are the requirements for notice to employees over the age of 40?*
* *Preparing documentation for termination?*

**State Laws / Resources – CA**

* Payment of Wages – upon Termination or Death – CA

**Deep Dive Podcasts**

* *The Basics of Human Resources* – Part 5: Discipline and Termination
* *Tricky Employment Conversations* – Part 5: Communicating a Termination or Layoff Decision

**Federal Laws / Resources**

* Termination Issues – Compliance Assistance
* Veterans Reemployment Rights – Termination

**Form / Document**

* Termination Procedures Checklist
* Termination Exit Interview and Checklist
* Termination Checklist
* Termination Letter

**Podcasts**

* *Employee sharing compensation details, can we terminate?*
* Indefinite Leave – Can You Terminate?
* Pregnant New Hire – Terminate?
* Documentation and Termination

**Webinar**

* Termination: Best Practices for Avoiding or Minimizing Retaliation and Discrimination Claims